

**Town of Guilford
Board of Police Commissioners
Draft Meeting Minutes
Wednesday, September 19, 2018
5:30 p.m.
Police Headquarters**

Present: Commissioners: P. Martha Carlson, Chairman
Charles Frey
Michael Mikolay
Robert Welsh

Department Members: Chief Jeff Hutchinson
Deputy Chief Warren Hyatt

Others: Karen Quercia, Acting Clerk

Call to Order:

Chairman Carlson called the meeting to order at 5:30 p.m.

1. Approval of prior meeting minutes.

1.1 Approval of Board of Police Commissioners regular meeting minutes of August 15, 2018.

Motion: Upon a motion by Commissioner Frey, and seconded by Commissioner Mikolay, the Commission voted to approve the minutes of the August 15, 2018 regular meeting as presented.

In Favor: Carlson, Frey, Mikolay, Welsh

Opposed: None

Abstained: None

1.2 Approval of Board of Police Commissioners special meeting minutes of August 22, 2018.

Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Frey, the Commission voted to approve the minutes of the August 22, 2018 special meeting as presented.

In Favor: Carlson, Frey, Mikolay, Welsh

Opposed: None

Abstained: None

2. Public Petition/Commentary

None

3. Traffic

3.1 Signage/Enforcement

3.1.1 2018T12 - State Street

Commissioner Mikolay noted that this request was discussed at the prior month's meeting and was denied. However, it was discovered that there is an existing "Dangerous Curve" sign in place, but it is not compliant with the Manual on Uniform Traffic Control Devices (MUTCD) approved signage.

An alternative, MUTCD approved sign is proposed as a replacement for the dangerous curve sign. The new sign would be placed northbound, prior to the intersection of State and North Streets, and would be a more descriptive and appropriate warning.

Motion: Upon a motion by Commissioner Welsh, and seconded by Commissioner Frey the Commission voted to approve the installation of a W1-10 MUTCD approved sign, indicating a curve and intersection, to be placed northbound on State Street prior to the intersection with North Street.

In Favor: Carlson, Frey, Mikolay, Welsh
Opposed: None
Abstained: None

3.1.2 2018T15 - Northview Drive

Northview Drive in north Guilford was just recently approved as a town road, and is in need of speed limit signage. Lieutenant Provencher evaluated the site, and has recommended that four "25 speed limit" signs be installed, two in each direction.

The Chief and Commissioner Mikolay also visited the site, and agreed that four signs are needed, due to the length and configuration of the road.

Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Frey, the Commission voted to request that the State of Connecticut establish a speed limit of 25 mph on Northview Drive, and upon approval by the State of Connecticut, the Police Department will request the Guilford Public Works Department to install 25 mph speed limit signs as recommended by Lt. Provencher.

In Favor: Carlson, Frey, Mikolay, Welsh
Opposed: None
Abstained: None

3.2 Runs/Rides

3.2.1 2018R13 - Crop Walk (10/14/18)

This walk will not require any road closures. The walk will commence at Jacobs Beach, and turn around in Pages parking lot, as recommended by Deputy Chief Hyatt, or possibly St. George Church parking lot. 100-150 walkers are expected. There is an additional event on that date, a bike ride, but the events should not interfere with each other.

It was noted that both the Page's and Saint George Church parking lots are private lots, so the organizers will need to seek permission to use either lot as a turn around.

Motion: Upon a motion by Commissioner Frey, and seconded by Commissioner Welsh, the Commission voted to approve the Crop Walk scheduled for October 14, 2018.

In Favor: Carlson, Frey, Mikolay, Welsh

Opposed: None

Abstained: None

3.2.2 2018R 14-Halloween Spooktacular

This has become a fun, popular annual event that the Police Department participates in. Two officers are assigned to participate and provide traffic control. The Chief recommended approval of the event.

Motion: Upon a motion by Commissioner Welsh, and seconded by Commissioner Frey, the Commission voted to approve the Halloween Spooktacular scheduled for October 28, 2018.

In Favor: Carlson, Frey, Mikolay, Welsh

Opposed: None

Abstained: None

4. Committee Reports

4.1 Facilities & Equipment

The Animal Control/K9 van was recently involved in a MVA. The other driver was found at fault. As a result of the accident, the van was totaled and must be replaced.

The Town's insurance company will be reimbursing the department \$14,000 for the van. The Chief has been in contact with the Finance Director regarding the balance of the funds that are needed to purchase a new van.

4.2 Personnel

Officer Sadiev will be graduating tomorrow, and will then begin his ten week field training. On October 5th, three recruits will begin at the Academy. This will bring the department to full staff, however there are still six patrol vacancies due to the three recruits at POST and three department members out due to injuries.

4.3 Communications

4.3.1 Thank you note received for Officer Shove

4.3.2 Thank you note received for Officer Lall

The Commissioners acknowledged receipt of the notes.

4.4 Budget/Finance

4.4.1 2018/9 Budget

Chief Hutchinson reviewed the budget; there is nothing out of line.

5. Monthly Reports

Chief Hutchinson reviewed the reports. Commissioner Mikolay is pleased to see that the number of stops and warnings are increasing.

6. Old Business

6.1 2018T10- Whitfield Street parking

Discussion took place regarding handicap parking availability on Whitfield Street. Commissioner Mikolay recommended the addition of a space at the north end, near Chapter One, and properly signing and repainting the existing handicap space near The Marketplace. There is the potential to add an additional handicap space in front of Saint George Church, this can be revisited if the need arises. The Church has its own handicap parking spaces in the driveway directly in front of the church.

Motion: Upon a motion by Commissioner Welsh, and seconded by Commissioner Frey, the Commission voted to submit to the State of Connecticut a request for approval of one, and signage for two, handicap parking spaces on Whitfield Street, the existing one in front of The Marketplace (77 Whitfield Street), and a new space in front of Chapter One (25 Whitfield Street); and to request the Public Works Department to properly paint both spaces.

In Favor: Carlson, Frey, Mikolay, Welsh

Opposed: None

Abstained: None

7. New Business

None

8. Police Comments

None

9. Executive Session to receive updates on litigation matters.

Motion: Upon a motion by Commissioner Mikolay, and seconded by Commissioner Welsh, the Commission voted to enter Executive Session to receive updates on pending litigation at 5:55 p.m.

In Favor: Carlson, Frey, Mikolay, Welsh

Opposed: None

Abstained: None

Motion: Upon a motion by Commissioner Frey, and seconded by Commissioner Mikolay, the Commission voted to exit Executive Session at 6:02 p.m.

In Favor: Carlson, Frey, Mikolay, Welsh

Opposed: None

Abstained: None

No action was taken in Executive Session

Motion: Upon a motion by Commissioner Welsh, and seconded by Commissioner Mikolay, the Commission voted to adjourn the meeting at 6:03 p.m.

In Favor: Carlson, Frey, Mikolay, Welsh

Opposed: None

Abstained: None

Respectfully Submitted,
Karen Quercia
Acting Clerk